

PROJECT STATUS REPORT 2008 SCHEDULE

<u>Status Month</u>	<u>Project Status Materials Due</u>
December 2007	January 18, 2008
January 2008	February 15
February	March 14
March	April 18
April	May 16
May	June 20
June	July 18
July	August 15
August	September 19
September	October 17
October	November 14
November	December 19
December	January 16, 2009
January 2009	February 20

*** For all projects required to do project status reporting, the initial project status report will be due within thirty (30) calendar days from the date of Planning and Design phase approval by the State Chief Information Officer (SCIO). ***

*** Note: The initial project status report (“Snapshot”) will be for the month that the project started as defined in the “Start Date” field in the “Project Info” tab of the PPM tool. ***

*** Note: Any deviation from the project status reporting requirement must be formally documented and approved by the SCIO. ***